



JAMES A. NOYES, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"Enriching Lives"

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February 5, 2004

IN REPLY PLEASE

REFER TO FILE: **AE-1**

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**AS-NEEDED BUILDING-RELATED INSPECTION SERVICES
AWARD OF CONSULTANT SERVICES AGREEMENT
ALL SUPERVISORIAL DISTRICTS
3 VOTES**

IT IS RECOMMENDED THAT YOUR BOARD:

Award and authorize the Director of Public Works to execute the following consultant services agreements, and establish the effective dates for building inspection, special inspection, and Office of Statewide Health Planning and Development Inspector of Record services for a term of two years each with two 1-year renewal options:

Berryman & Henigar for a not to exceed fee of \$1.875 million.

Harris & Associates for a not to exceed fee of \$1.875 million.

Kleinfelder, Inc., for a not to exceed fee of \$1.875 million.

The "G" Crew for a not to exceed fee of \$1.875 million.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommended agreements will augment staff levels on an as-needed basis. The firms will provide building-related inspection services to support various County construction projects located throughout the County of Los Angeles. This will enable

Public Works to meet the uneven demand for building inspection services resulting from the varying number and types of County building projects that are under construction at any given time. Service levels for similar contracted services over the past three years have met or exceeded expectations, and multiple contracts will allow us to meet service levels that exceed the available resources of any single consultant firm.

The objective of the Request for Proposals was to select up to three firms that demonstrate the highest level of experience and capability. We are recommending that your Board allow us to award four contracts to increase contracting flexibility and to maintain the continuity and level of service for key capital projects.

Implementation of Strategic Plan Goals

This action will meet the Strategic Plan Goal of Service Excellence and Organizational Effectiveness by increasing our capacity to handle irregular workloads in a responsive manner.

FISCAL IMPACT/FINANCING

The contract period will be for two years, with an option for two 1-year renewals, for a combined total not to exceed \$7.5 million for the term of the entire contract.

Sufficient funds to finance these agreements are available in the Public Works' Facility Project Management General Fund's Fiscal Year 2003-04 Budget. Costs in the Facility Project Management General Fund will be recovered through billings to capital projects. Funds required to finance the renewal options will be made available through the annual budget process.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard consultant services agreement, in the form previously approved by County Counsel, will be used. The agreements will be for a term of two years with two 1-year renewable options. The standard Board-directed clauses that provide for termination of services upon prior written notice, renegotiation, and hiring qualified displaced County employees will be included.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration for contract award, Berryman & Henigar, Harris & Associates, Kleinfelder, Inc., and the "G" Crew are willing to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, about Board Policy 5.135, the Safely Surrendered Baby Law, and that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

Berryman & Henigar, Harris & Associates, Kleinfelder, Inc., and the "G" Crew are in full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

ENVIRONMENTAL DOCUMENTATION

A finding of environmental impact is not required for award of the consultant services agreements.

CONTRACTING PROCESS

On November 6, 2003, Public Works issued a Request for Proposals to 49 firms for the project. Nine firms responded to the RFP. On December 17, 2003, a meeting was held to evaluate the proposals. An Evaluation Committee, composed of Public Works' technical staff, evaluated the proposals. Evaluation of the firms was based on technical expertise, proposed work plan, experience, personnel qualifications, and understanding of the work requirements. These evaluations were completed without regard to race, creed, color, or gender. Based on review and evaluation of the proposals, Public Works is recommending Berryman & Henigar, Harris & Associates, Kleinfelder, Inc., and the "G" Crew as the best qualified firms to perform the specified services.

The agreements allow a cost of living adjustment for the optional periods in accordance with County policy.

Participation by Community Business Enterprise will be encouraged through Public Works' CBE Outreach Program and by monitoring the good faith efforts of the bidders to use CBEs. The recommended consultants are aware of Public Works' CBE Outreach Program and their proposed CBE participation is on file with Public Works.

As requested by your Board on February 3, 1998, the RFP was listed on the "Doing Business with Us" website. A copy of the website posting is included as Enclosure A for your reference.

The Honorable Board of Supervisors
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Public Works has evaluated and determined that the Living Wage Program (County Code 2.201) does not apply to these recommended contracts. These contracts are exempt from the requirements of Proposition A because the services are required on a part-time and intermittent basis.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will not be a negative impact on current County services or projects during the performance of the recommended consultant services.

CONCLUSION

One approved copy of this letter is requested.

Respectfully submitted,

JAMES A. NOYES
Director of Public Works

LM:dh

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cc: Chief Administrative Office
County Counsel
Department of Public Social Services (GAIN/GROW Program)